

2016

Development Review Schedule

2016 Project Types, Filing Dates, Meeting Times/Places, and People to Contact for Help

New Menards Store – Open Fall 2015



Provided by the City of Gillette Planning Division

307-686-5281

E-mail: cityplan@gillettewy.gov



City Development Review Schedule 2016

Submittal Date* 5:00 pm	Staff Review Meeting	Parks and Beautification Board Meeting	Planning Commission Meeting	City Council Meeting
Wed, Nov 04, 2015	Thu, Nov 19, 2015	TBA	Tue, Dec 08, 2015	Tue, Dec 15, 2015
Wed, Nov 18, 2015	Thu, Dec 03, 2015	Thu, Dec 10, 2015	Tue, Dec 22, 2015	Tue, Jan 05, 2016
Wed, Dec 02, 2015	Thu, Dec 17, 2015	TBA	Tue, Jan 12, 2016	Tue, Jan 19, 2016
Wed, Dec 16, 2015	Thu, Dec 31, 2015	Thu, Jan 14, 2016	Tue, Jan 26, 2016	Tue, Feb 02, 2016
Wed, Jan 06, 2016	Thu, Jan 21, 2016	Thu, Jan 28, 2016	Tue, Feb 09, 2016	Tue, Feb 16, 2016
Wed, Jan 20, 2016	Thu, Feb 04, 2016	Thu, Feb 11, 2016	Tue, Feb 23, 2016	Tue, Mar 01, 2016
Wed, Feb 03, 2016	Thu, Feb 18, 2016	Thu, Feb 25, 2016	Tue, Mar 08, 2016	Tue, Mar 15, 2016
Wed, Feb 17, 2016	Thu, Mar 03, 2016	Thu, Mar 10, 2016	Tue, Mar 22, 2016	Tue, Apr 05, 2016
Wed, Mar 02, 2016	Thu, Mar 17, 2016	Thu, Mar 24, 2016	Tue, Apr 12, 2016	Tue, Apr 19, 2016
Wed, Mar 16, 2016	Thu, Mar 31, 2016	Thu, Apr 14, 2016	Tue, Apr 26, 2016	Tue, May 03, 2016
Wed, Apr 06, 2016	Thu, Apr 21, 2016	Thu, Apr 28, 2016	Tue, May 10, 2016	Tue, May 17, 2016
Wed, Apr 20, 2016	Thu, May 05, 2016	Thu, May 12, 2016	Tue, May 24, 2016	Tue, Jun 07, 2016
Wed, May 04, 2016	Thu, May 19, 2016	Thu, May 26, 2016	Tue, Jun 14, 2016	Tue, Jun 21, 2016
Wed, May 18, 2016	Thu, Jun 02, 2016	Thu, Jun 09, 2016	Tue, Jun 28, 2016	Tue, Jul 05, 2016
Wed, Jun 01, 2016	Thu, Jun 16, 2016	Thu, Jun 23, 2016	Tue, Jul 12, 2016	Tue, Jul 19, 2016
Wed, Jun 15, 2016	Thu, Jun 30, 2016	Thu, Jul 14, 2016	Tue, Jul 26, 2016	Tue, Aug 02, 2016
Wed, Jul 06, 2016	Thu, Jul 21, 2016	Thu, Jul 28, 2016	Tue, Aug 09, 2016	Tue, Aug 16, 2016
Wed, Jul 20, 2016	Thu, Aug 04, 2016	Thu, Aug 11, 2016	Tue, Aug 23, 2016	Tue, Sep 06, 2016
Wed, Aug 03, 2016	Thu, Aug 18, 2016	Thu, Aug 25, 2016	Tue, Sep 13, 2016	Tue, Sep 20, 2016
Wed, Aug 17, 2016	Thu, Sep 01, 2016	Thu, Sep 08, 2016	Tue, Sep 27, 2016	Tue, Oct 04, 2016
Wed, Sep 07, 2016	Thu, Sep 15, 2016	Thu, Sep 22, 2016	Tue, Oct 11, 2016	Tue, Oct 18, 2016
Wed, Sep 21, 2016	Thu, Oct 06, 2016	Thu, Oct 13, 2016	Tue, Oct 25, 2016	Tue, Nov 01, 2016
Wed, Oct 05, 2016	Thu, Oct 20, 2016	Thu, Oct 27, 2016	Tue, Nov 08, 2016	Tue, Nov 15, 2016
Wed, Oct 19, 2016	Thu, Nov 03, 2016	Thu, Nov 10, 2016	Tue, Nov 22, 2016	Tue, Dec 06, 2016
Wed, Nov 02, 2016	Thu, Nov 17, 2016	TBA	Tue, Dec 13, 2016	Tue, Dec 20, 2016
Wed, Nov 16, 2016	Thu, Dec 01, 2016	Thu, Dec 08, 2016	Tue, Dec 27, 2016	Tue, Jan 03, 2017
Wed, Dec 07, 2016	Thu, Dec 15, 2016	Thu, Dec 22, 2016	Tue, Jan 10, 2017	Tue, Jan 17, 2017
Wed, Dec 21, 2016	Thu, Jan 05, 2017	Thu, Jan 12, 2017	Tue, Jan 24, 2017	Tue, Feb 07, 2017

Please Note:

*This Development Review Schedule applies to Development Plans, Plats (Administrative, Condominium, Sketch, Preliminary & Final), Major Site Plans**, Vacate Requests and Zoning Requests (No Staff Review).

**Minor Site Plans, as long as there is a minimum review time of five (5) business days following uploading plans into ePlans, will be reviewed on the following Thursday.

1. The Parks and Beautification Boards reviews Development Plans and Preliminary Plats only.
2. The City Council reviews Final Plats (except Administrative and Sketch), Vacate and Zoning Requests.
3. Annexation requests can be submitted at anytime. The review and meeting schedule will vary depending on the submittal date and required public notifications.



City Planning Division
307-686-5281

2016 Development Review Calendar

January

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					Holiday New Year's Day	2
3	4	Council Meeting	5 Sp Submittal Deadline	6	7	8
10	11	Planning Commission	12	13	14 Parks Board	15
17	18 Holiday Equality Day	Council Meeting	19 Sp Submittal Deadline	20	21 Staff Review	22
24	25	Planning Commission	26	27	28 Parks Board	29
31						30

May

Sun	Mon	Tue	Wed	Thur	Fri	Sat
1	2	Council Meeting	3 Sp Submittal Deadline	4	5 Staff Review	6
8	9	Planning Commission	10	11	12 Parks Board	13
15	16	Council Meeting	17 Sp Submittal Deadline	18	19 Staff Review	20
22	23	Planning Commission	24	25	26 Parks Board	27
29	30 Holiday Memorial Day	Council Work Session	31			

September

Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1 Staff Review	2	3
4	5 Holiday Labor Day	Council Meeting	6 Sp Submittal Deadline	7	8 Parks Board	9
11	12	Planning Commission	13	14	15 Staff Review	16
18	19	Council Meeting	20 Sp Submittal Deadline	21	22 Parks Board	23
25	26	Planning Commission	27	28	29	30

February

Sun	Mon	Tue	Wed	Thur	Fri	Sat
	1	Council Meeting	2 Sp Submittal Deadline	3	4 Staff Review	5
7	8	Planning Commission	9	10	11 Parks Board	12
14	15 Holiday Presidents Day	Council Meeting	16 Sp Submittal Deadline	17	18 Staff Review	19
21	22	Planning Commission	23	24	25 Parks Board	26
28	29					27

June

Sun	Mon	Tue	Wed	Thur	Fri	Sat
			1 Sp Submittal Deadline	2 Staff Review	3	4
5	6	Council Meeting	7	8	9 Parks Board	10
12	13	Planning Commission	14	15	16 Staff Review	17
19	20	Council Meeting	21 Sp Submittal Deadline	22	23 Parks Board	24
26	27	Planning Commission	28	29	30 Staff Review	

October

Sun	Mon	Tue	Wed	Thur	Fri	Sat
2	3	Council Meeting	4 Sp Submittal Deadline	5	6 Staff Review	7
9	10	Planning Commission	11	12	13 Parks Board	14
16	17	Council Meeting	18 Sp Submittal Deadline	19	20 Staff Review	21
23	24	Planning Commission	25	26	27 Parks Board	28
30	31					29

March

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		Council Meeting	1 Sp Submittal Deadline	2	3 Staff Review	4
6	7	Planning Commission	8	9	10 Parks Board	11
13	14	Council Meeting	15 Sp Submittal Deadline	16	17 Staff Review	18
20	21	Planning Commission	22	23	24 Parks Board	25
27	28	Council Work Session	29	30	31 Staff Review	

July

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					1	2
3	4 Holiday Independence Day	Council Meeting	5 Sp Submittal Deadline	6	7	8
10	11	Planning Commission	12	13	14 Parks Board	15
17	18	Council Meeting	19 Sp Submittal Deadline	20	21 Staff Review	22
24	25	Planning Commission	26	27	28 Parks Board	29
31						30

November

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		Council Meeting	1 Sp Submittal Deadline	2	3 Staff Review	4
6	7	Planning Commission	8	9	10 Parks Board	11
13	14	Council Meeting	15 Sp Submittal Deadline	16	17 Staff Review	18
20	21	Planning Commission	22	23	24 Parks Board	25
27	28	Council Work Session	29	30		

April

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					1	2
3	4	Council Meeting	5 Sp Submittal Deadline	6	7	8
10	11	Planning Commission	12	13	14 Parks Board	15
17	18	Council Meeting	19 Sp Submittal Deadline	20	21 Staff Review	22
24	25	Planning Commission	26	27	28 Parks Board	29
						30

August

Sun	Mon	Tue	Wed	Thur	Fri	Sat
	1	Council Meeting	2 Sp Submittal Deadline	3	4 Staff Review	5
7	8	Planning Commission	9	10	11 Parks Board	12
14	15	Council Meeting	16 Sp Submittal Deadline	17	18 Staff Review	19
21	22	Planning Commission	23	24	25 Parks Board	26
28	29	Council Work Session	30	31		

December

Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1 Staff Review	2	3
4	5	Council Meeting	6 Sp Submittal Deadline	7	8 Parks Board	9
11	12	Planning Commission	13	14	15 Staff Review	16
18	19	Council Meeting	20 Sp Submittal Deadline	21	22 Parks Board	23
25	26 Holiday Christmas	Planning Commission	27	28	29	30
						31

December 2015						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



DEPARTMENT OF PUBLIC WORKS

Planning Division

500 S. Gillette Avenue, Suite 1400

2016 COUNTY & JOINT CITY/COUNTY CASES

COUNTY SUBDIVISION SUBMITTAL	AGENT/OWNER AND STAFF REVIEW MEETING **	COUNTY PLANNING COMMISSION MEETING
December 10, 2015	January 6, 2016	January 21, 2016
January 14, 2016	February 3, 2016	February 18, 2016
February 11, 2016	March 2, 2016	March 17, 2016
March 10, 2016	April 6, 2016	April 21, 2016
April 14, 2016	May 4, 2016	May 19, 2016
May 12, 2016	June 1, 2016	June 16, 2016
June 9, 2016	July 6, 2016	July 21, 2016
July 14, 2016	August 3, 2016	August 18, 2016
August 11, 2016	August 31, 2016	September 15, 2016
September 8, 2016	October 5, 2016	October 20, 2016
October 13, 2016	November 2, 2016	November 17, 2016
November 10, 2016	November 30, 2016	December 15, 2016
December 8, 2016	January 4, 2017	January 19, 2017

** The scheduled time is 2:00 P.M. in the Campbell County Engineering Conference Room unless rescheduled by mutual agreement of agent and staff.

Appeal or Variance Review Schedule 2016
Requests go the Board of Adjustments (BOA)

Submittal Date 5:00 pm	Public Hearing Notice	Board of Adjustment Meeting*
Thu, Dec 17, 2015	Mon, Jan 11, 2016	Thu, Jan 21, 2016
Thu, Jan 21, 2016	Mon, Feb 08, 2016	Thu, Feb 18, 2016
Thu, Feb 18, 2016	Mon, Mar 07, 2016	Thu, Mar 17, 2016
Thu, Mar 17, 2016	Mon, Apr 11, 2016	Thu, Apr 21, 2016
Thu, Apr 21, 2016	Mon, May 09, 2016	Thu, May 19, 2016
Thu, May 19, 2016	Mon, Jun 06, 2016	Thu, Jun 16, 2016
Thu, Jun 16, 2016	Mon, Jul 11, 2016	Thu, Jul 21, 2016
Thu, Jul 21, 2016	Mon, Aug 08, 2016	Thu, Aug 18, 2016
Thu, Aug 18, 2016	Mon, Sep 12, 2016	Thu, Sep 22, 2016
Thu, Sep 22, 2016	Mon, Oct 10, 2016	Thu, Oct 20, 2016
Thu, Oct 20, 2016	Mon, Nov 07, 2016	Thu, Nov 17, 2016
Thu, Nov 17, 2016	Mon, Dec 12, 2016	Thu, Dec 22, 2016
Thu, Dec 22, 2016	Mon, Jan 09, 2017	Thu, Jan 19, 2017

*Since Board of Adjustment meetings are held infrequently, due to rarely receiving Appeal and Variance requests, there may be a need to hold special meetings in the event that a quorum of members cannot be present at the regularly scheduled meetings. However, the amount of time needed for processing a request is similar to the schedule above.

PROJECT RESOURCE STAFF

City Planning - Lead Division for City Development Review Projects	Mike Cole Brent Albrecht	MikeC@gillettewy.gov BrentA@gillettewy.gov 307-686-5281
City Engineering	Heath Von Eye CJ Sloan	HeathV@gillettewy.gov CJSloan@gillettewy.gov 307-686-5265
City Public Works	Kent Clark Wendy Clements Sawley Wilde Parks, Streets, & Solid Waste	Kent@gillettewy.gov WendyC@gillettewy.gov Sawley@gillettewy.gov 307-686-5278

City Water	Greg Bowman	GregAB@gillettewy.gov 307-686-5276
City Utilities	Lori King – Lead Electrical & Utilities	Lori@gillettewy.gov 307-686-5262
City Building Inspection	Jim Brown – Lead	Jim@gillettewy.gov 307-686-5260
City GIS	Natalie Buchwald – Lead	NatalieB@gillettewy.gov 307-686-3211
City Online Information	Go to Department Homepage	www.gillettewy.gov
County/City Fire Dept.	Eric Acton - Fire Marshall	EActon@ccfire.us 307-682-5319
School District	Dr. Boyd Brown Ed.D.	307-682-5171 bbrown@ccsd.k12.wy.us
Century Link	Varies	1-800-526-3557
Charter	Varies	307-257-7840
Source Gas	Varies	307-682-5881
U S Post Office	Varies	307-682-3727
Powder River Energy	Varies	307-685-3516
Campbell County Public Works and Planning <i>Lead agency for Joint County/City Subdivision Requests</i>	Megan Nelms – Lead Located in Courthouse at 500 South Gillette Avenue	MBL08@ccgov.net 307-685-8061 Online information at www.ccgov.net
Campbell County Assessor's Office – For Surrounding Property Owners List	Located in Courthouse at 500 South Gillette Avenue	307-682-7266 Online information at www.ccgov.net
Campbell County Clerk – For Plat Recording	Located in Courthouse at 500 South Gillette Avenue	307-682-7285 Online information at www.ccgov.net
One-Call of Wyoming	Utility Locates	1-800-849-2476
Energy Capital Economic Development	Phil Christopherson - CEO	307-686-2603 On line information at www.energycapitalede.com